



NATIONAL SCIENCE FOUNDATION
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CMMI 16-008

Dear Colleague Letter: Directorate for Engineering, Division of Civil, Mechanical and Manufacturing Innovation - Employment Opportunity (Open Until Filled)

March 18, 2016

Dear Colleagues:

The Division of Civil, Mechanical and Manufacturing Innovation (CMMI) within the Directorate for Engineering (ENG) at the National Science Foundation (NSF) announces a nationwide search to fill an open Engineer/Science Analyst position.

Formal consideration of applications will begin immediately and will remain open until filled. The Office seeks to fill this position by August 1, 2016.

NSF promotes the progress of science, mathematics and engineering through the support of fundamental research and education. The Engineering Directorate invests specifically in research and education that enables discovery and advances engineering knowledge. ENG investments aim to build the nation's capacity for innovation that can lead over time to the creation of new shared wealth and a better quality of life. ENG also supports the Foundation's Small Business Innovation Research (SBIR) program.

The incumbent will provide analytic support for activities and programs within the CMMI Division, as well as performing a wide spectrum of duties in support of the Division's mission, including the analysis of scientific and engineering issues in support of recommendations regarding policy and process administration. In addition, the incumbent will provide analysis and documentation regarding the research portfolio of the Division as an aid in portfolio evaluation and to inform decisions made by Division management. The employee will also coordinate and support outreach activities for the Division. These activities may involve interactions with staff across the Division, ENG and other NSF Directorates, other Federal Government research organizations and coordinating groups, and the Division's research and small business communities.

The successful candidate will possess:

1. In-depth knowledge and expertise in technical areas of concern to the CMMI Division, and engineering and science policy, with an ability to gather, evaluate, analyze and synthesize engineering and scientific information.
2. An ability to compile, collect, arrange and organize data and to prepare tables, charts, graphs, summaries, and other materials for effective presentation of research results and for inclusion in publications.
3. Knowledge of computer systems, methods and applications, including application of commercial statistical and data management software packages for database management, data compilation and processing, and statistical analysis.

4. Excellent written and oral communication skills to interact with senior engineers, scientists, and researchers.
5. An ability to present highlights of cutting edge science and engineering research in a form that is understandable by the general public.

Candidates must have a Ph.D. in mechanical, civil or industrial engineering or a related field, and practical experience in an area appropriate to the CMMI research community; OR a Master's degree in mechanical, civil or industrial engineering plus, after award of the Master's degree, two or more years of practical experience in an area appropriate to the CMMI research community.

The Engineer/Science Analyst position recruited under this announcement may be filled under the following rotational programs:

Visiting Scientist Appointment: Appointment to this position will be made under the Excepted Authority of the NSF Act. Visiting Scientists are on non-paid leave status from their home institution and placed on the NSF payroll. NSF withholds Social Security taxes and pays the home institution's contributions to maintain retirement and fringe benefits (i.e., health benefits and life insurance), either directly to the home institution or to the carrier. Appointments are usually made for a one-year period and may be extended for an additional year by mutual agreement. Please see the link <http://www.nsf.gov/careers/rotator/vsee.jsp>.

Temporary Excepted Service Appointment: Appointment to this position will be made under the Excepted Authority of the NSF Act. Candidates who do not have civil service or reinstatement eligibility will not obtain civil service status if selected. Candidates currently in the competitive service will be required to waive competitive civil service rights if selected. Usual civil service benefits (retirement, health benefits, and life insurance) are applicable for appointments of more than one year. Temporary appointments may not exceed three years.

Applications will be accepted from US Citizens. Recent changes in Federal Appropriations Law require Non-Citizens to meet certain eligibility criteria to be considered. Therefore, Non-Citizens must certify eligibility by signing and attaching this [Citizenship Affidavit](#) to their application. Non-citizens who do not provide the affidavit at the time of application will be considered as an IPA only. We also ask that you complete and submit the [Applicant Survey Form](#). This will help NSF to ensure that our recruiting efforts are attracting a diverse candidate pool; it will be used for statistical purposes only.

For additional information on NSF's rotational programs, please see "Programs for Scientists, Engineers, and Educators" on the NSF website at: <http://www.nsf.gov/careers/> and <http://www.nsf.gov/careers/rotator/microsite/>.

Applicants should indicate in their cover letter that they are applying to the CMMI Position. Please submit your application via email to:

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